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Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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April 15, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS
LAC+USC MEDICAL CENTER
CAMPUS MASTER PLAN
AWARD SUPPLEMENTAL AGREEMENT
FOR ENVIRONMENTAL DOCUMENT SERVICES
FIRST DISTRICT
(3 VOTES)**

SUBJECT

Approval of the recommended action will award and authorize execution of a supplemental agreement to prepare an environmental document for the LAC+USC Medical Center Campus Master Plan.

IT IS RECOMMENDED THAT THE BOARD:

Award and authorize the Director of Public Works, or her designee, to execute a supplemental agreement with ICF Jones & Stokes, Inc., to prepare an Environmental Impact Report for the proposed LAC+USC Medical Center Campus Master Plan for up to \$730,000, which will be funded through the LAC+USC Medical Center Master Plan Project, Capital Project No. 69698.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will authorize retention of a consultant for the preparation of an Environmental Impact Report (EIR) for the proposed LAC+USC Medical Center Campus Master Plan (Master Plan).

In March 2012, the Board awarded a consultant services agreement to Lee, Burkhardt, Liu, Inc., to provide executive campus planner services for the development of the proposed Master Plan and provide phasing information for the implementation of the proposed improvements under the plan. The proposed Master Plan is near completion.

In accordance with the California Environmental Quality Act (CEQA), an environmental document will be prepared and submitted for the Board's review as lead agency under CEQA, prior to approval of the proposed Master Plan. The EIR will be prepared to assess the environmental impacts related to implementing the projects proposed in the Master Plan.

ICF Jones & Stokes, Inc. (ICF) was selected as the consultant to prepare the EIR.

In order to expedite the completion of the EIR, under authority delegated to the Director of Public Works, an initial consultant services agreement with ICF was executed for a \$75,000 not-to-exceed fee on March 6, 2014.

Upon completion of the environmental document process, we will return to the Board to recommend approval of the proposed Master Plan and EIR along with any necessary environmental findings.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3), by improving the public healthcare infrastructure and providing high standards of healthcare to the residents of the County of Los Angeles.

Strategic Asset Management Principles Compliance

Not applicable.

FISCAL IMPACT/FINANCING

The supplemental agreement recommended for preparation of an EIR for the proposed Master Plan in the amount of \$730,000 includes \$572,000 consultant services, \$53,000 consultant reimbursables, and a \$105,000 contingency fund. A consultant services agreement, to provide preliminary environmental services for up to \$75,000, was executed under delegated authority.

The total cost for environmental document services with ICF for the proposed Master Plan is \$805,000. Sufficient funds of prior year net County cost are available in Capital Project No. 69698 (LAC+USC Medical Center Master Plan Project).

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in a form previously approved by County Counsel, will be used. The contract will contain terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No 5.135; Contractor Employee

Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; and the standard Board-directed clauses that provide for contract termination or renegotiation.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not a project pursuant to CEQA because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed actions are organizational or administrative activities for government, which will not result in direct or indirect physical change to the environment.

The County, as the lead agency, will return to the Board for consideration of the EIR and any necessary environmental findings when it recommends approval of the proposed master plan.

CONTRACTING PROCESS

On July 3, 2013, Public Works issued a Request for Proposals (RFP) for environmental document services for the proposed Master Plan. The RFP was advertised on the County's "Doing Business with Us" and Public Works' "Business Opportunities" websites. Twenty-eight firms downloaded the RFP. On July 30, 2013, seven firms submitted proposals. The proposals were evaluated by a panel composed of members from Health Services, Public Works, and the Chief Executive Office, based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. The evaluations were done without regard to race, creed, color, or gender. Two firms were shortlisted and were invited for interviews in November 2013. ICF was found to be the best qualified firm to perform these services. Following confirmation of the scope of work in December 2013, a fee proposal was submitted on January 21, 2014.

ICF agreed to prepare the environmental document for a \$700,000 not-to-exceed amount. In order to expedite completion, Public Works executed an initial consultant services agreement with ICF in March 2014. The consultant services agreement was to provide preliminary environmental document services for up to \$75,000. This supplemental agreement is for a not-to-exceed amount of \$730,000. We have included \$105,000 in contingency funds in the contract should there be additional scope needed to complete the work. The fees have been reviewed and are considered reasonable for the scope of work.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current County services or projects.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; Department of Health Services; and Department of Public Works, Project Management Division I.

The Honorable Board of Supervisors

4/15/2014

Page 4

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:SHK:DJT

DKM:CF:rp

c: Executive Office, Board of Supervisors
County Counsel
Health Services
Public Works